



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, AFNORTH BATTALION
UNITED STATES ARMY NATO
UNIT 21601
APO AE 09752

ACAN-C

24 June 2009

MEMORANDUM FOR All US Army NATO Soldiers assigned to AFNORTH BN

SUBJECT: Policy Memorandum #12 – Army Hometown News Release Program

1. The Hometown News Release Program is a great opportunity available for all Soldiers. All eligible Soldiers should be strongly encouraged to use this program in order to continue promoting a positive and beneficial image of the US Army.
2. Company orderly rooms and our National Support Element personnel will provide Soldiers the required information and forms to participate. Favorable events such as award presentations, promotions, exercise participation, selection as Soldier/NCO of the Quarter/Year, a permanent change of station (PCS), retirement, and reenlistment are all potential opportunities.
3. The Battalion S1 is responsible for tracking all instances in which a DD Form 2266, Information for Hometown News Release, may be used. The S1 will supply and monitor the form, maintain originals and provide statistics as necessary. The S1 will forward all releasable forms and any supporting documentation, such as citations for awards and photographs, to the Army and Air Force Hometown News Directorate, Kelly Air Force Base, Texas.
4. Specific guidelines are found in DA Pamphlet 360-3, Army Hometown News Program.
5. This policy will be posted on the permanent section of all unit bulletin boards.
6. The point of contact for this memorandum is the Battalion S1 at DSN 364-3897 or commercial 0031-45-526-3897.


MARVIN G. VANNATTER JR.
LTC, AG
Commanding